

CONDITIONS OF LOAN
NATURAL ENVIRONMENT RESEARCH COUNCIL (NERC)
FIELD SPECTROSCOPY FACILITY (FSF)

1. NERC reserves the right to withdraw FSF equipment should exceptional circumstances require this.
2. Borrowers must be able to demonstrate their ability to carry out operational procedures and simple checks on the equipment to be loaned. Training will be necessary for new users of the equipment and will be given over a half-day or day at the time of equipment collection.
3. With respect to all loans of equipment for non-commercial work, borrowers are required to sign a form on which their institution acknowledges receipt of the equipment in good condition and agrees to exercise due care and attention with its transportation, deployment and operation. The form notifies borrowers of the full replacement value of the equipment in their charge. Borrowers must notify the Facility Manager immediately of any loss or damage occurring to the equipment whilst it is in their charge. Borrowers must also notify the Operations Manager before carrying out any modifications or repairs to instruments in their charge. In the case of theft, borrowers are to notify the local police and append a copy of their report to the Instrument Performance Report (see point 9 below). In cases where equipment is either damaged or lost, the borrower will be required to provide a 'damage/loss' report which will be considered by the FSF Steering Committee. If, after due consideration, the Steering Committee conclude that the loss or damage was foreseeable and that no reasonable action was taken to reduce the risk, or that gross negligence was suspected, future equipment loans may be withheld. The NERC reserves the right to take appropriate action where gross negligence has led to major equipment loss.
4. With respect to all equipment loans for commercial work, the FSF Steering Committee reserves the right to require the borrower to sign a form on which their institution agrees to indemnify Council to the full amount of any loss or damage to the equipment arising from any cause whatsoever (deterioration through normal wear and tear excepted). In such cases the borrower will be notified of the full replacement value of the equipment listed on the loan agreement form.
5. Borrowers must advise the FSF at the earliest opportunity should any doubt arise about the return of the equipment in good working order at the end of the loan period.
6. All borrowers are responsible for collection from and return to the FSF of all equipment borrowed. If, on agreement with staff in the Facility, a courier firm is to be used, organisation and payment are the responsibility of the user.
7. In the case of overseas loans, the borrower is responsible for arranging temporary transport or transit of equipment to or through all countries, and for associated charges. The borrower is also responsible for fulfilling HM Customs and Excise requirements for prompt exit and re entry of equipment to the UK. The FSF will provide advice, but the responsibility lies with the borrower who must satisfy the Operations Manager that all the necessary documents have been obtained.
8. Borrowers are required to complete an Instrument Performance Report form upon completion of all loans. An account of any repairs undertaken must be provided.
9. Within 3 months of the final loan borrowers are required to provide a short report to the FSF detailing the results of the project in relation to the objectives.
10. Publication is the prime indicator of science supported by NERC-FSF and therefore, an important means by which the value of the Facility to the scientific community is judged. Investigators in receipt of a NERC-FSF loan are required to supply bibliographic references and/or copies of all publications (including PhD theses and non-refereed publications), which discuss or describe results obtained through the use of Facility equipment.
11. The support provided through NERC-FSF must be acknowledged in all relevant publications and where appropriate co-authorship with FSF staff should be sought
12. The FSF adheres to the UKRI's Preventing harm (safeguarding) in research and innovation policy ([policy information](#)). Users in receipt of FSF equipment are expected to have policies in place that take all reasonable steps to anticipate and mitigate the risk that exploitation, abuse and harm might happen to an individual or individuals as a direct result of a UKRI-funded research and innovation activity. For more information please refer to page 6 of the linked document.